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25 YEAR RE-REVIEW

Communications

COMMUNICATIONS TRAINING

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1. General

The Chief, Communications Division, is responsible for establishing and directing a communications training program and the training of communications personnel. Such training will be implemented by the Communications Training Branch in conformance with established training policy.

2. Scope of Training

The communications training program will include courses in all communications activities in which Central Intelligence Agency personnel are engaged. Assignment of personnel to training courses will be determined by the operational position contemplated for the individual student. The standard courses of the communications training program include:

a. Cryptographic Courses. Two cryptographic are conducted.

(1) The staff cryptographic course will be conducted for staff personnel who will perform or assist with cryptographic duties at a staff station. This course consists of two subcourses, a brief survey subcourse for familiarization with cryptographic activities, and the standard subcourse for qualification of personnel to perform cryptographic duties.

(2) The clandestine cryptographic course will be conducted for personnel who will be engaged in clandestine cryptographic activities. This course includes two subcourses, the basic subcourse which trains students to follow written instructions for a specific clandestine operation, and the specific subcourse which trains students in all aspects of cryptographic duties to be performed for a specific operation.

b. Radio Communications Course. Instructions will be given in those phases of radio communications activities which are peculiar to Central Intelligence Agency communications. The standard course will include training in Morse code, minor maintenance of radio equipment utilized in the operation concerned, basic radio theory and communications procedures. A familiarization course will also be conducted.

c. Special Courses. Special training courses will be conducted to prepare personnel for unusual communications and surveillance operations which are not included in the regular courses of instruction listed herein.

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3. Qualification for Enrollment

Technical qualifications for enrollment in the various courses will be determined by the branch or division to which the student is assigned. Cryptographic clearance will be required for personnel enrolled in the cryptographic courses. Under certain conditions, clearance may be waived for students enrolled in the clandestine cryptographic course.

4. Requests for Enrollment

Requests for enrollment for students in any course of the communications training program will be made by the office to which the student concerned is assigned. All requests will be made on a standard Communications Division form, (Commo Tng Form 2), Subject: Request for Communications Training. Copies of Commo Tng Form 2 may be obtained from the office of the Chief, Communications Training Branch.

a. Training requests must be submitted at least three weeks before the training course begins and will be routed to the Chief, Communications Division.

5. Student Progress

Records on the progress of individual students will be maintained by the Chief, Communications Training Branch, and will be made available upon request to the chief of the office, division or branch to which the student is assigned.

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